

MANCHESTER COMMUNITY COLLEGE

CHANGE or DUAL MAJOR REQUEST FORM

Name: _____

Student ID: _____

Street Address: _____

Phone: _____

City, State, Zip: _____

Email: _____

Do you have transcripts from a previous college/s: Yes

No

EFFECTIVE DATE POLICY FOR CHANGE OR DUAL MAJOR

If a change or dual major is requested within the defined timeframe for 'dropping a course' within a semester, the change of major will take effect for the current semester. Any requests after that date, will take effect in the next academic semester, including summer.

Check the box that applies: I request a change of major

I request a dual major:

Current Major: _____

Degree

Certificate

New or Dual Major: _____

Degree

Certificate

By signing below, I understand that:

- Completing and submitting this request does not guarantee or imply acceptance into that program.
- Courses previously taken at or transferred may not transfer to my new program.
- Financial aid eligibility and VA Education Benefits may change based on my new program and it is my responsibility to follow up with the appropriate office regarding how a change in enrollment status may impact my aid and/or benefits.

Please have the **Advisor for the DESIRED PROGRAM** sign on the signature line. The advisor list can be found at:

<https://nighthawks.mccnh.edu/academics/academic-advising/advisors/>

The following programs below require an interview with a Coordinator:

Program

Coordinator

Email

Automotive Technology

Marc Bellerose

mbellerose@ccsnh.edu

Early Childhood Education

Carrie Marshall Gross

cmarshall@ccsnh.edu

Electronic Technology

Norman Carignan

ncarignan@ccsnh.edu

Graphic Design

Joanne Jagodowski

jjagowdowski@ccsnh.edu

Teacher Education

Carrie Marshall Gross

cmarshall@ccsnh.edu

Technical Studies

Shelley Duquette

sduquette@ccsnh.edu

Student Signature

Date

Advisor Signature

Date

Completed forms should be submitted to the Academic Advising Office in Room 248C or by email sduquette@ccsnh.edu

For Office Use

Sent to Registrar

SFAREGS

SGAADVR

Checklist

Emails Sent

Processed by: